



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

ARNG-HRH

14 December 2011

MEMORANDUM FOR Military Personnel Management Officers of All States, Puerto Rico, Guam, the U.S. Virgin Islands, and the District of Columbia

SUBJECT: Instructional Guidance to Correct Improper Payment of Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support Of Contingency Operation on or After 6 January 2006 (ARNG-HRH Policy Memo #11-087)

1. References.

- a. Army Regulation 600-4, Remission or Cancellation of Indebtedness, 7 December 2007 (Rapid Revision, 29 April 2009).
- b. Title 10, United States Code (USC), Armed Forces, 7 January 2011.
- c. Title 32, United States Code, National Guard, 1 February 2010.
- d. Joint Federal Travel Regulation (JFTR), Volume 1, Chapter 10
- e. Headquarters, Department of the Army (HQDA) G-1, Personnel Policy Guidance, updated 6 September 2011.
- f. Memorandum, HQDA-DAPE-PRC, 8 December 2011, subject: Clarification of Basic Allowance for Housing (BAH) Procedures for Reserve Component (RC) Soldiers without Dependents for a Period of More than 30 Days or In Support of a Contingency Operation.
- g. Memorandum, Army National Guard -HRH, Personnel Policy #11-075, 8 December 2011, subject: Remission or Cancellation of Indebtedness for Basic Allowance for Housing (BAH) for Title 32 Active Guard and Reserve (AGR) Soldiers Mobilized in Support of Contingency Operations.
- h. Memorandum, Army National Guard - HRH, Personnel Policy #11-043, 12 Aug 11, subject: Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support of Contingency Operation.
- i. Memorandum, Army National Guard - RMC-F, Financial Services, Policy #11-178, subject: Processing Instructions for BAH for T32 AGR Soldiers Mobilized in Support of a Contingency Operation.

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j. Memorandum, Army National Guard - RMC-F, Financial Services, Policy #11-180, subject: Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support of Contingency Operation.

k. ALARACT 158/2009 - Basic Allowance for Housing (BAH) Procedures for Reserve Component Soldiers Attending Accession Training.

2. This memorandum is to provide instructional guidance to resolve the matter of Title 32 AGR Soldiers having been paid BAH improperly while mobilized, on or after 6 September 2006, in accordance with the above references. AGR Soldiers on Title 10 active duty in support of a contingency operation must have their BAH based on their primary place of residence at the time of mobilization. The requirement for BAH to be based on the primary residence was effective for soldiers called or ordered to active duty on or after 6 January 2006 per the JFTR Chapter 10, paragraph U 0423-D2, "Called/Ordered to Active Duty for a Contingency". ARNG Personnel Policy #11-043 provided interim guidance to stop improper BAH payments, establish debts for all affected Soldiers and suspension and posting of the debt concurrently. Additional guidance was distributed to all United States property and fiscal officers on how to process these transactions from the ARNG Financial Services branch (ARNG-RMC-F), reference (i) and (j) above.

3. Instructional guidance for processing of transaction 6804 for Title 32 AGR Soldiers improperly coded that resulted in a debt to the government or an underpayment from the government (please refer to references (g) thru (j) above for additional guidance):

a. AGR Soldiers indebted to the U.S. Government due to improper payment of BAH entitlement while mobilized:

1) Inside immediate access storage (IAS), input a 6804 transaction with the correct zip code and date of mobilization. Also input a DQ18 transaction to suspend any debt created by this input

2) Input debts that occur from this action for tours outside immediate access storage (IAS) using a DQ03 transaction. Also input a DQ18 transaction to suspend the debt.

3) Based on the above transactions, a request for remission or cancellation of indebtedness must be provided as outlined in PPOM #11-075, "Remission or Cancellation of Indebtedness for Basic Allowance for Housing (BAH) for Title 32 Active Guard and Reserve (AGR) Soldiers Mobilized in Support of Contingency Operations", (reference (g)).

b. AGR Soldiers due payment from the U. S, Government, due to improper payment of BAH entitlement while mobilized:

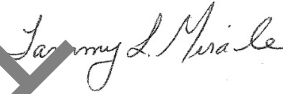
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1. Inside Immediate Access Storage (IAS), input a 6804 transaction with the correct zip code and date of mobilization.

2. Any payments that require actions outside of immediate access storage (IAS) will be submitted to this office on a CMS case. Include/Attach copies of the Soldier's orders and the amount to be paid. All required adjustments will be input by ARNG-RMC-F.

4. Point of contact for policy matters is COL Dennis P. Chapman, Chief, Personnel Policy Division, at DSN 327-5904, 703-607-5904 or dennis.chapman@us.army.mil and Mr. Cliff Leppink for military pay at DSN 699-1367, 317-510-1367, or cleppink@arng-fsc.ngb.army.mil.



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